

Storm Water CGP eNOI Modification

Step-by-Step Guide

The Construction General Permit (CGP) Notice of Intent (NOI) Modification form can now be submitted using the Division of Water's Online Application System. This document will guide you through this online process.

CGP eNOI Modification

1 Go to the Division of Water's Wastewater Discharge Authorization home page at:

<http://www.dec.state.ak.us/water/wwdp/index.htm>

Select the **Stormwater** link under **Program Links**.



2 The Storm Water home page contains links to the Construction General Permit, APDES Storm Water Forms and many other resources for permittees.

When you are ready to begin the online eNOI application process, click on the **APDES eNOI** link under **Permits/Approvals**.



3

On the next page, click the **Complete APDES eNOI Online** button.

Storm Water eNOI System FAQs are available at:

<http://dec.alaska.gov/water/wnpspc/pdfs/eNOIFAQs.pdf>

APDES ELECTRONIC NOTICE OF INTENT (eNOI)

APDES eNOI

DEC has developed an eNOI system for electronic entry and submission of the forms to apply for coverage under the APDES storm water permits. Operators seeking coverage under the APDES storm water permit should not use the EPA eNOI system; they should use the APDES eNOI system. This currently allows the Construction General Permit (NGP) and Notice of Termination (NOT) and the Multi-Sector General Permit (MSGP) available to new Operators seeking coverage under the Construction General Permit or the Multi-Sector General Permit only for those NGP either using the eNOI system or submit paper forms to DEC at the address listed below. At this time the Multi-Sector General Permit Notice of Termination (NOT) can only be submitted in paper form and should be sent to DEC at the address listed below.

New to the eNOI System is the MSGP Report/Submit application. The MSGP Report/Submit application allows permittees to submit a MSGP Annual Report Form as an attachment to the application. For additional information, see the "Step-by-Step" document located in the "PDF Manual" link to the right.

Prior to entering the APDES eNOI system we recommend the following steps to make it easier to use the system:

1. Read the permit available on the Construction General Permit or Multi-Sector General Permit page.
2. Read the instructions that go with the NGP or NOT form for the permit for which you are applying for coverage (available on the APDES Storm Water Forms page).
3. Read the Step-by-Step instructions on how to use the eNOI or eNOT (available in the Quick Links box to the right).
4. Fill out the paper NGP or NOT before entering the system so you do not need to look up the information when you are entering data into the system.
5. If you have questions about the storm water permit, see the Frequently Asked Questions on the page for each permit (FAQs Construction General Permit or FAQs Multi-Sector General Permit).
6. In order to electronically sign any online application you will be required to use your validated myAlaska account. See the eNOI eNOI for more information.

To enter the APDES eNOI system please click on the button below:

Complete APDES eNOI Online

Paper Submission of Forms

Please submit your paper forms to:
Alaska Department of Environmental Conservation
 Division of Water - Storm Water Program
 555 Cordova St.
 Anchorage, AK 99501

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From the OASys home page, you can continue to your application by clicking the **"Continue to MyAlaska"** button.

TIP:

OASys requires an active myAlaska account. If you do not have a myAlaska account, you can create one by following the steps outlined in the **"myAlaska"** box at the bottom of the page.

Department of Environmental Conservation
Water Online Application System

WELCOME TO DEC'S WATER ONLINE APPLICATION SYSTEM (OASys)

This system may be used to:

- Apply for DEC's state general permit coverage for combined water and wastewater discharging
- Apply for DEC's state general permit coverage for construction storm water, industrial storm water, and offshore facilities discharges
- Submit APDES notice of termination for construction storm water and the annual reports for industrial storm water
- Apply for Municipal Wastewater Grant, Storm Water Clean Water Act Grant and Village State Water Grant
- Submit the Alaska Drinking Water Policy, the Alaska Clean Water Permit, and Municipal Wastewater Grant applications
- Submit the discharge load and/or quality report
- Register a Commercial Passenger Vessel
- Submit a Remote Watershed Water Trip Report

Note: New application types are added to the system frequently.

To view other applications, please go to the Permit Application Portal.

To enter the Water Online Application System, select "Continue to myAlaska" and login using your myAlaska user account.

Continue to MyAlaska

myAlaska

If this is your first time visiting this page and you do not have a myAlaska account, visit our myAlaska page for Creating New myAlaska Account.

Please direct questions to DEC's Water Online Help@Alaska.gov
 For storm water permit applications call 907-259-6117 and for all other applications call John Randsborg at 907-465-8307.
 OASys has a myAlaska help.

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After successfully logging to myAlaska, you will arrive at the Water Online Application system.

Select the “**Storm Water**” tab then select the “**Storm Water Construction General Permit eNOI Modification**” from the available categories.



6

A series of steps will take you through the application, asking for information pertinent to your project. Fill out the information on these pages as completely and thoroughly as possible.

TIP:

The step numbers at the top of the page can be used to navigate directly to pages that have already been completed.

TIP:

Any question with a red star (*) next to it is required and must be completed before the current step can be completed.



T When you have finished a step, you can go to the next step by selecting the **“Save & Continue”** button at the bottom of the page.

I **TIP:**

P At any time, you can logout and your information will be saved. **NOTE:** Changes made in the current step are not saved until you hit **“Save & Continue”**.

A screenshot of a web form with two input fields. The first field is labeled 'Enter the name of your Project/Site:' and the second is labeled 'Enter the name of the Operator paying the fee:'. Below the fields are two buttons: 'Overview' and 'Save & Continue'. The 'Save & Continue' button is circled in red.

T At any time, you can also select the **“Overview”** button at the bottom of any page to go to the overview step (**last step**). This step allows you to review your information from all steps and to edit previously entered information.

P **NOTE:** Remember, changes to the current page are not saved until you hit **“Save & Continue”**. Any changes made prior to clicking **“Overview”** will be lost.

A screenshot of a web form with two input fields. The first field is labeled 'Enter the name of your Project/Site:' and the second is labeled 'Enter the name of the Operator paying the fee:'. Below the fields are two buttons: 'Overview' and 'Save & Continue'. The 'Overview' button is circled in red.

T If you need to **void** an application (questionnaire, application, or quarterly report) that was entered in error, please send an email to: DEC.Water.OPAHelp@alaska.gov.

I Please include the tracking number for the application needing to be voided.

P

7

Step 1 of the application submission process details the conditions for when a modification to your current Notice of Intent (NOI) is appropriate versus when your current NOI should be terminated and a new NOI should be submitted.

After reading thoroughly and verifying that a NOI Modification is appropriate for your specific situation, click **“Save & Continue”** to continue to the next step.

8

Step 2 of the application submission process requires you fill in the corresponding answers from your current NOI.

NOTE: Complete this section exactly as stated on your current NOI form.

All questions must be answered, then click **“Save & Continue”** to continue to the next step.

Step 3 of the application submission process collects contact information for the “**NOI Certifier***” and “**NOI Operator***”. Click “**Add**”; enter the NOI Operator information exactly as it appears on your previous NOI. **Enter the NOI Certifier information for the person who will be signing this NOI Modification.**

Note: You may enter multiple contacts and a single contact may fulfill multiple roles. Simply check all applicable roles for each contact.

Complete both contacts. Click **“Save”**, then click **“Save & Continue”** to continue to the next step.

Storm Water Construction General Permit

Submission Process Step Threshold: 27.23
 Payment of fees and/or 21 completed permits before adding permit to the permit stream for
 Special District System

Progress **Contacts**

Submit Application Information

The NRI Certifier is the individual who will be signing and certifying this sWQI modification. In accordance with 18 AAC 80.325, **every sWQI modification requires a signed and dated Storm Water Construction General Permit modification record** as follows:

Contact Details

1. This Contact is the...
 (A) a person who may make multiple selections if the permit rule more than one rule
 (B) the sWQI modification
 (C) for a sWQI modification
 (D) for a sWQI modification
 (E) for a sWQI modification
 (F) for a sWQI modification
 (G) for a sWQI modification
 (H) for a sWQI modification

Contact Information

Contact Name: *
 Contact Title: *
 Organization Name: *
 Mailing Address: *
 City, State, ZIP: *
 Country: *
 Phone (Cell): *
 Fax: *
 e-mail Address: *
 Web Site: *

Tracking #: CDDCO-0000 **Facility:** doghouse **Pages:** 1 of 1

User Application Complete
 Thomas (Mr.) NRI Certifier NRI Operator

Add

Step 4 of the application submission process **may be ignored** as there is *no fee* to modify a CGP NOI.

Click **“Save & Continue”** to continue to the next step.

Storm Water Construction General Permit

Submission Process

Step 1 of 7

4

Step Timeout: (3:40)

No step will timeout after 30 minutes of inactivity. Activity is defined as hitting the Previous, Submit or Save & Continue button.

[Modified Single/Multiple NOI Project](#)

Caution
Only enter information you wish to change.

Tracking #:	CGWQD 0033	Facility:	asfP	Type:	Storm Water Construction-General Permit eNOI Modification
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To this eNOI for a project with a single NOI? * indicates required field

☐ Yes ☒ No

If you answered No to the question above, this eNOI is for a project that has multiple NOI. Will the fee be paid with this NOI?

☐ Yes ☒ No

If you answer No, you must answer the questions below.

PLEASE NOTE: By entering the information below, you are confirming that this eNOI is for a project that has multiple NOI and the fee will be paid with a different NOI for this project. You will be certifying that, to the best of your knowledge and belief, the information submitted is true, accurate, and complete.

Enter the name of your Project/Job:

Enter the name of the Operator paying the fee:

[Previous](#)
[Submit](#)
[Save & Continue](#)

11 **Step 5** of the application submission process allows you to modify the **project information** from the previous NOI

Enter only the information you would like altered then click **“Save & Continue”** to continue to the next step.

The screenshot shows the 'Storm Water Construction General Permit' application submission process at Step 5, 'Modified Project Information'. The 'Submissions Process' bar at the top indicates Step 5 is the current step. The 'Purpose' section states: 'This step collects information about the Project/Permit you want to change through the completion of this NOI modification. Only enter information you wish to change.' The form includes fields for 'Tracking #', 'Facility', 'Address', and 'Type'. Below these are sections for 'Project/Site Name', 'Project/Site Address' (City, State, Zip Code), 'Latitude/Longitude', 'Mapping Technique', 'Estimated Project Start Date', 'Estimated Project Completion Date', and 'Permit Coverage'. The 'Save & Continue' button is circled in red at the bottom right.

12 **Step 6** of the application submission process allows you to modify any **SWPPP information** from the previous NOI

Enter only the information you would like altered then click **“Save & Continue”** to continue to the next step.

The screenshot shows the 'Storm Water Construction General Permit' application submission process at Step 6, 'Modified SWPPP Information'. The 'Submissions Process' bar at the top indicates Step 6 is the current step. The 'Purpose' section states: 'This step collects information about the SWPPP you wish to change through the completion of this NOI modification. Only enter information you wish to change.' The form includes fields for 'Tracking #', 'Facility', and 'Type'. Below these are sections for 'Has the SWPPP been prepared in advance of this project?', 'Location of SWPPP for viewing', and 'If other:'. The 'Save & Continue' button is circled in red at the bottom right.

13 **Step 7** of the submission process allows you to modify your **Operator contact, Billing Contact, or SWPPP Contact** necessary from the previous NOI.

Enter only the information you would like altered then click **“Save & Continue”** to continue to the next step.

The screenshot shows the 'Storm Water Construction General Permit' submission process at Step 7, 'Modified Contacts'. The 'Submission Process' bar at the top has Step 7 highlighted. The 'Step Timeout' is 20:00. The 'Purpose' section states: 'This step allows you to modify contact information for the Operator, SWPPP Contact, and Billing Contact. Only enter information you wish to change.' Below this, there are fields for 'Tracking #' (CGP000-003), 'Facility' (self), and 'Type' (Storm Water Construction General Permit eNOI Modification). A table titled 'Your Application Contacts' is empty. On the right, there are buttons for 'Add', 'Remove', 'Edit', and 'Copy'. At the bottom right, the 'Save & Continue' button is circled in red.

14 **Step 8** of the submission process allows you to modify **discharge information** from the previous NOI

Enter only the information you would like altered then click **“Save & Continue”** to continue to the next step.

The screenshot shows the 'Storm Water Construction General Permit' submission process at Step 8, 'Modified Discharge Information'. The 'Submission Process' bar at the top has Step 8 highlighted. The 'Step Timeout' is 20:00. The 'Purpose' section states: 'Only enter information you wish to change.' Below this, there are fields for 'Tracking #' (CGP000-003), 'Facility' (self), and 'Type' (Storm Water Construction General Permit eNOI Modification). A text box labeled 'Identify the name(s) of the waterbody to which you discharge:' is empty. Below this, there is a checkbox for 'Is the discharge consistent with the assumptions and requirements of applicable SWP approved or established THQL(s)?' with 'Yes' selected. At the bottom right, the 'Save & Continue' button is circled in red.

15 **Step 9** of the submission process allows you to modify **treatment chemical information** from the previous NOI

Enter only the information you would like altered then click **“Save & Continue”** to continue to the next step.

The screenshot shows the 'Storm Water Construction General Permit' interface at Step 9, 'Modified Treatment Chemical Information'. The 'Submission Process' bar at the top has Step 9 highlighted. The 'Purpose' section states: 'Only enter information you wish to change.' Below this, there are fields for 'Tracking #' (CGPACD-0001), 'Facility' (usd), and 'Type' (Storm Water Construction General Permit eNOI Modification). A question asks: 'Will you use control measures such as polymers, flocculants or other treatment chemicals at your construction site?' with 'Yes' selected. Below this, a list of chemicals is shown with checkboxes: Alum, Gypsum, Polyelectrolyte (PAP), Polyammonium Chloride, and Other. The 'Other' checkbox is selected. At the bottom right, the 'Save & Continue' button is circled in red.

16 **Step 10** of the submission process is the **Application Overview**. It gives you an opportunity to review and edit the information that you have entered so far.

To change any information in a section, select the **Edit** button that corresponds to that section. Click **“Continue”** to continue to the next step.

The screenshot shows the 'Storm Water Construction General Permit' interface at Step 10, 'Overview'. The 'Submission Process' bar at the top has Step 10 highlighted. The 'Purpose' section states: 'Please review the information you have entered. If any information is incorrect, click the appropriate section header "Edit" button to return to that section and edit your data. If the information is correct, click the "Continue" button below to proceed to the Signature and Payment Options page. NOTE: Your information has been saved; you may also exit the system and return later to finish it.' Below this, there are 'Tasks' and 'Your Current Application' sections. The 'Your Current Application' section shows the same tracking number and facility information as Step 9. Below this, there are three sections: 'Instructions', 'Current NOI Information', and 'Contacts'. Each section has an 'Edit' button. The 'Edit' button for 'Current NOI Information' is circled in red.

17 To sign your application with an e-Signature, your account must be validated through MyAlaska.

Select **“Sign this Application Using e-Signature”**.

NOTE: If you use a **myAlaska** account that has been used to apply and e-sign for a PFD, you are automatically validated.

Storm Water Construction General Permit

Final Steps

Purpose
Congratulations! You have completed the form completion phase of this process. However, one important step remains before your application can be processed: **Signature Submission**. This page provides options for submitting your signature online using a MyAlaska account or by printing, signing and submitting a hard copy. To make further changes before submitting, select the 'Overview' button. If you have any questions or concerns, please contact DEC at DEC.Water@Alaska.gov or call John Randolph at 907-465-5337.

Current Status: Completed and Not Signed
Please Note! Your application will not be processed unless it has been signed!

Tracking #: CGRNGO-0052 Facility: dogdays Type: Storm Water Construction General Permit eNOI Modification

Sign this Application Using e-Signature
This signature option allows you to e-sign and submit your application in a matter of minutes.

Print, Sign and Submit a Hard-Copy Signature Page
Use this signature option to print a hard-copy version of the application signature page which can then be submitted to DEC via traditional mail, fax, or hand delivered to the appropriate DEC office. *Cruise Ship Registration Signature Pages must be notarized and the ORIGINAL notarized hard-copy mailed or delivered to the Juneau DEC office. No electronic validation is required to sign using this option, but your application will not be processed until the signature page (and fee payment) has been received by DEC. Many of the hard-copy signature pages require Adobe Acrobat Reader to view and print. Click on the following image to download and install Adobe Acrobat Reader!*

Invite another party to Sign and/or Pay for this Application
This option will allow you to extend the signing and/or paying privilege to anyone with an Internet-connected computer. Upon completion of this process, an instructional email containing a link to this application will be sent to anyone invited. You retain the right to sign and/or pay at any time, but with additional parties invited, they too may complete these required final steps in the application process.

Cancel Overview

18 Carefully read the information and signature agreement on this page, check the box if you **agree** with the Signing Agreement, and enter your **myAlaska Password**. To complete the signing process, click on the **“E-Sign”** button.

Who Signs the Application?

18 AAC 83.345. Signature requirements for permit applications and reports.

(a) A permit application must be signed as follows:

(1) for a corporation, a responsible corporate officer shall sign the application; in this subsection, a responsible corporate officer means:

(A) a president, secretary, treasurer, or vice president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation; or

(B) the manager of one or more manufacturing, production, or operating facilities; if

(i) the manager is authorized to make management decisions that govern the operation of the regulated facility, including having the explicit or implicit duty of raising major capital investment recommendations; and stating and directing other comprehensive measures to assure long term environmental compliance with environmental statutes and regulations;

(ii) the manager can ensure that the necessary systems are established or actions taken to gather complete and accurate information for permit application requirements; and

(C) authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures;

(2) for a partnership or sole proprietorship, the general partner or the proprietor, respectively, shall sign the application; and

(3) for a municipality, state, or other public agency, either a principal executive officer or ranking elected official shall sign the application; in this subsection, a principal executive officer of an agency means:

(A) the chief executive officer of the agency; or

(B) a senior executive officer having responsibility for the overall operations of a principal geographic unit or division of the agency.

Signing Agreement

By selecting the "I agree with the above statement" box, entering my myAlaska password, and clicking on E-Sign, I:

(1) certify under penalty of law that this document and all attachments were prepared using my electronic or mechanical signature as authorized with a system designed to assure that qualified personnel properly enter and submit the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

(2) certify that I am being taken as identified by the myAlaska identity verification system.

(3) agree that I am signing this notice of intent under the Storm Water Construction general permit.

(4) agree that I intend to be bound by the electronic record of this notice of intent under the Storm Water Construction general permit and the electronic record of this signature.

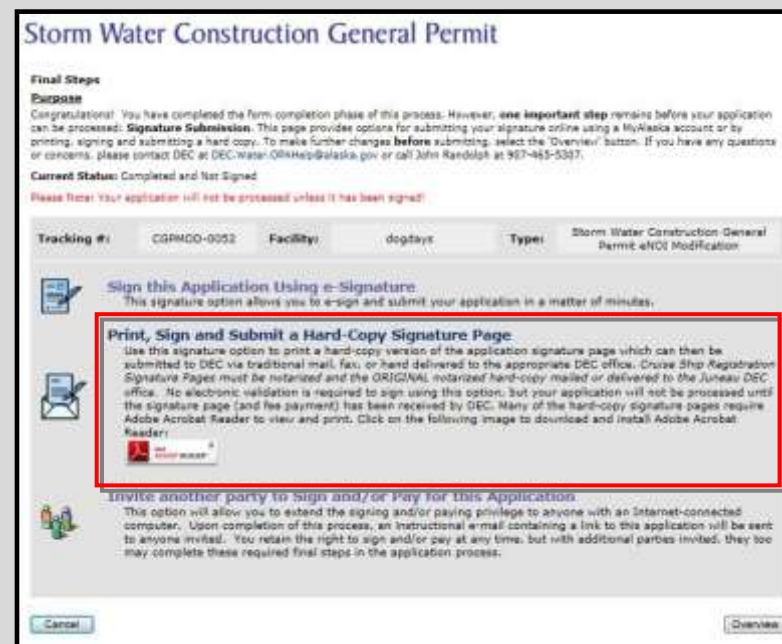
APPROVE and

☐ I agree with the above statement

MyAlaska Password

19 To print a hard-copy signature page, select **“Print, Sign and Submit a Hard-Copy Signature Page”**.

WARNING: Printing your official signature page will lock your application and you will not be able to make any additional changes.



Storm Water Construction General Permit

Final Steps

Purpose: Congratulations! You have completed the firm completion phase of this process. However, one important step remains before your application can be processed: **Signature Submission**. This page provides options for submitting your signature online using a MyAlaska account or by printing, signing and submitting a hard copy. To make further changes before submitting, select the 'Overview' button. If you have any questions or concerns, please contact DEC at DEC.water@alaska.gov or call Mtn Randolph at 907-465-5337.

Current Status: Completed and Not Signed

Please Note! Your application will not be processed unless it has been signed!

Tracking #: CGRM00-0052 Facility: dogdays Type: Storm Water Construction General Permit eNOI Modification

Sign this Application Using e-Signature:
This signature option allows you to sign and submit your application in a matter of minutes.

Print, Sign and Submit a Hard-Copy Signature Page:
Use this signature option to print a hard-copy version of the application signature page which can then be submitted to DEC via traditional mail, fax, or hand delivered to the appropriate DEC office. Cruise Ship Registration Signature Pages must be notarized and the ORIGINAL notarized hard-copy mailed or delivered to the Juneau DEC office. No electronic validation is required to sign using this option, but your application will not be processed until the signature page (and fee payment) has been received by DEC. Many of the hard-copy signature pages require Adobe Acrobat Reader to view and print. Click on the following image to download and install Adobe Acrobat Reader!

Invite another party to sign and/or pay for this Application:
This option will allow you to extend the signing and/or paying privilege to anyone with an Internet-connected computer. Upon completion of this process, an instructional e-mail containing a link to this application will be sent to anyone invited. You retain the right to sign and/or pay at any time, but with additional parties invited, they too may complete these required final steps in the application process.

Cancel Overview

20 Carefully read the steps to submitting your application on this page. Click the **“Print the Official Signature Page”** link to access your printable signature page.



Water Online Application System

Print and Submit a Hard-Copy Signature Page

Request: As part of the application process, each applicant (or agent of the applicant) must submit a validated signature. Alternatively, you may return to the Signing and Paying Options Page to select a different option for submitting a signature. If you have any questions about this process, contact your local DEC office or send an e-mail to DEC Water: DEC.water@alaska.gov

Please Note! Your application will not be processed unless it has been signed and all fees have been paid!

Tracking #: A00180030 Facility: test Type: Storm Water Construction General Permit eNOI

- Review Your Application**
To review your application before submitting, visit the Overview Page.
- Print the Official Signature Page**
Click the link above to display the Official Signature Page (printer friendly). Once the page has completely loaded, print the signature page. **Warning! Clicking on the link above will lock your application and you will not be able to make any additional changes.**
- Sign the Printed Page**
Once you have a printed copy of the Signature Page, locate the appropriate line on the page and enter your signature and today's date.
- Mail, Fax, E-mail or Electronically Submit the page to the DEC Office.**
Use the following mailing address to submit your signature page and complete the hard-copy submission process. Fax and e-mail are also valid methods for submitting this page to DEC.
Attn: Storm Water Program
Division of Water
Alaska Department of Environmental Conservation
355 Commerce Street
Anchorage, AK 99501
Fax: 907-269-3487
Phone: 907-269-8317
Email Address: DEC.Water@alaska.gov
- Await notification that your page has been received by DEC**
DEC will contact you when your Signature Page arrives. Please allow 2-3 weeks for the page to arrive at the DEC office in Juneau.

Back Continue

21 If you require another party to sign for your application, select the **“Invite another party to Sign and/or Pay for this Application”** and proceed to the next step of this guide.

Storm Water Construction General Permit

Final Steps
Overview
Congratulations! You have completed the form completion phase of this process. However, one important step remains before your application can be processed: **Signature Submission**. This page provides options for submitting your signature online using a MyAlaska account or by printing, signing and submitting a hard copy. To make further changes **before** submitting, select the 'Overview' button. If you have any questions or concerns, please contact DEC at DEC.water@alaska.gov or call John Randolph at 907-465-5337.

Current Status: Completed and Not Signed
Please Note: Your application will not be processed unless it has been signed!

Tracking #: CGPMCO-0032 Facility: dogdays Type: Storm Water Construction General Permit eNOI Modification

Sign this Application Using e-Signature
This signature option allows you to e-sign and submit your application in a matter of minutes.

Print, Sign and Submit a Hard-Copy Signature Page
Use this signature option to print a hard-copy version of the application signature page which can then be submitted to DEC via traditional mail, fax, or hand delivered to the appropriate DEC office. Cruise Ship Registration Signature Pages must be notarized and the ORIGINAL notarized hard-copy mailed or delivered to the Juneau DEC office. No electronic validation is required to sign using this option, but your application will not be processed until the signature page (and fee payment) has been received by DEC. Many of the hard-copy signature pages require Adobe Acrobat Reader to view and print. Click on the following image to download and install Adobe Acrobat Reader.

Invite another party to Sign and/or Pay for this Application
This option will allow you to extend the signing and/or paying privilege to anyone with an Internet-connected computer. Upon completion of this process, an instructional e-mail containing a link to this application will be sent to anyone invited. You retain the right to sign and/or pay at any time, but with additional parties invited, they too may complete these required final steps in the application process.

Cancel Continue

22 Select the **Signer** option, then enter the email of your alternative signer into the box and click the **>>>** button to add that contact to the e-mail list.

TIP:

You can enter multiple emails in this step. Simply enter each additional contact as described above, pressing the **>>>** button after each contact.

Click the **“Continue”** button and an email will be sent to each of your invited alternates.

Water Online Application System (OASys)

Assign Alternate Signer and/or Payer for your Application

Overview
This page allows you to assign one (or many) alternate signer(s) and/or alternate payer(s) for your application. By assigning an alternate, you are extending that right to the individual indicated. You still retain the right to either sign or pay for the application, you are simply indicating that other individuals also have that right. Please note that any individual indicated below will be required to apply for (and receive) an un-validated MyAlaska user id prior to signing or paying.

Please be aware that any e-mail addresses entered using this form will result in an e-mail being sent to that individual.

Tracking #: HPOPEP-0016 Facility: dog days Type: Storm Water Multi-Sector General Permit Report

I would like to assign an alternate...

Payer	Signer	Email	Sign	Pay	Send
e-mail Address:	e-mail Address:	luch@alaska.gov	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Signer
e-mail Address:

Payer and/or Payer
e-mail Address:

E-mail Comment (optional):

Back Continue

23 An instructional email containing a link to this application is sent to each alternate signer allowing them to complete the final steps in the application process.

NOTE: The alternate signer *must* have a validated myAlaska account.

Storm Water Construction General Permit

Britt Marx (britt.marx@alaska.gov) has identified you as the person responsible to sign and pay for application number 'AKR10EG09' for the facility: 'test'. This application is for a discharge under the Storm Water Construction General Permit eNOI AKR10.

In order to access this application, you will need the following Tracking Number and PIN:

Tracking Number: AKR10EG09
Pin: 5771

To continue, please visit the [Water Online Application \(https://mytest2.state.ak.us/login/login.aspx?subid=ops&returnto=https://mytest2.state.ak.us/dec/water/gasys/Associate.aspx\)](https://mytest2.state.ak.us/login/login.aspx?subid=ops&returnto=https://mytest2.state.ak.us/dec/water/gasys/Associate.aspx) site.

Please direct questions to britt.marx@alaska.gov.

For storm water applications call 907-269-8117 and for all other applications call John Randolph at 907-465-5307.

24 After clicking on the **link** provided in the email, the alternate signer will login to OASys and enter the Tracking Number and PIN which are also provided in the email. Click “Associate”, when complete.

Department of Environmental Conservation
Water Online Application System

State of Alaska • DEC • Online Services • Storm Water Construction System

Tracking Number:
PIN:

25 Alternate signer will be taken to the “Overview” page. They will only have the option to sign the application by clicking “Sign”.

Storm Water Construction General Permit

Overview

Progress: 100%

Please review the information you have entered. If any information is incorrect, click the appropriate section header 'Back' button to return to that section and edit your data. If the information is correct, click the 'Continue' button below to proceed to the Signature and Payment Options page.

NOTE: Your information has been saved; you may also exit the system and return later to finalize it.

Tasks:

- ☒ 1. Complete Steps
- ☐ 2. Sign

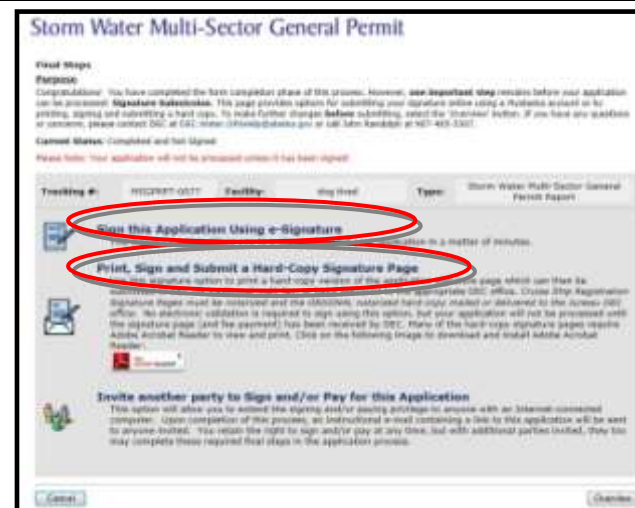
Usage Tip: Red bars to the left indicate tasks that have yet to be completed. You must complete every item from the task bar before DEC will process your submittal.

Your Current Application:

Tracking #:	CGP000-0012	Facility:	dogdays	Type:	Storm Water Construction General Permit eNOI Modification
Instructions					
Details					
Current NOI Information					
Details					
Permit Tracking Number:	20130611				
Project/Site Name:	dogdays				
Street/Location:	central				
City:	anchorage				
State:	ak				
Zip Code:	99501				
Borough or similar government subdivision:	Anchorage				
Field Area:					

28 Alternate signer will be taken to the “Final Steps” page. They will have the options to:

- Sign using an e-Signature
OR
- Print, sign and submit a hard-copy signature page



29 After the application has been signed, you will receive an email certifying that your application was signed and another email saying your application was successfully submitted.

NOTE: If you submitted a hard-copy signature page, it may take a few days to process.



For assistance, please call:

Teri Buck at 907-269-8117, or
John Randolph at 907-465-5307